

Rosenthal, Donell

From: School Finance [drosenthal@mt.gov]
Sent: Monday, January 10, 2011 12:03 PM
To: Rosenthal, Donell
Subject: January 2011 School Finance Newsletter

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Montana
Office of Public Instruction
Denise Juneau, State Superintendent

School Finance



Spring 2011 Student Count for ANB – AIM Data Used to Populate MAEFAIRS

MAEFAIRS will be open soon for reporting the Spring Student Count for ANB (Average Number Belonging). The official count date is **Tuesday, February 1, 2011**. If February 1 is not a scheduled pupil instruction day for your district, use the next school day for your enrollment count. Student Count for ANB reports must be submitted to the MAEFAIRS system **no later than February 11, 2011**. Send a copy of the submitted report to your county superintendent.

AIM data will be used to provide student counts for ANB calculations to the MAEFAIRS system. We encourage AIM specialists to have all AIM data entered and verified for import into the MAEFAIRS system. AIM specialists and MAEFAIRS registered users should work closely to ensure accurate and verifiable data is submitted to the OPI by the February 11 due date.

Please read the document located at: [CLICK HERE](#) for more information about enrollment and ANB.

Student Count for ANB reporting instructions are available on the OPI website at this link: [CLICK HERE](#)

OPI Contact: Nica Meralo, (406) 444-4401 or nmerala@mt.gov.

Montana Youth Challenge (MYC) Students

A school district may claim one-half time enrollment under certain conditions for youth who are residents of the district and who attend the Montana Youth Challenge (MYC) program. A school district may include a student attending the MYC program

in its ANB count if:

- The school district has entered into an interlocal cooperative agreement with the MYC program; and
- The interlocal agreement complies with Title 7, chapter 11, part 1 of Montana Code Annotated (MCA) and
- The student is enrolled in a public school in the student's district of residence; and
- The credits taken at the MYC program are approved by the resident school district; and
- The credits meet the resident district's requirement for graduation at a school in the district; and
- The credits are taught by an instructor who has a current and appropriate Montana high school certification; and
- The credits are reported by the MYC program to the student's resident school district.

For more information, see 20-9-707 and 20-9-311(12), MCA.

OPI Contact: Nica Meralo, (406) 444-4401 or nmerala@mt.gov

FY2010-11 Second Semester Bus Inspections

Buses must pass inspection for the second semester by January 31, 2011 in order to be eligible for full funding for the second semester. Please schedule inspections early to allow time for re-inspection by January 31, if necessary.

Pre-filled bus inspection forms (TR-13) for the second semester may be printed from the transportation system.

OPI Contact: Donell Rosenthal, (406) 444-3024 or drosenthal@mt.gov

IRS Mileage Rate for 2011

Effective January 1, 2011, the reimbursement rate for personal car mileage driven in connection with State business is 51 cents per mile. The rate is authorized by MCA 2-18-503 and is made in conjunction with the reimbursable mileage rate set by the Internal Revenue Service (IRS). The IRS announcement is available at the following link: [CLICK HERE](#)

OPI Contact: Rebecca Phillips (406) 444-0783 or rphillips2@mt.gov

Reconcile County Treasurer Reports to District Records

In 10.10.501(3), Administrative Rules of Montana, each school district is required to reconcile ending cash, investments, cash receipts and cash disbursements reported by the county treasurer with the district's records for all funds. Any difference shall be documented and adjustments to the school district or county treasurer's records made as necessary.

The OPI has posted a spreadsheet on our website at: [CLICK HERE](#) to help school districts compare cash balances to the county treasurer's reports.

OPI Contact: Rebecca Phillips, (406) 444-0783 or rphillips2@mt.gov

Farewell and Best Wishes to Maxine Mougeot and Adam Anfinson

On December 29, the OPI saw the departure of two valued School Finance Division staff members.

Maxine Mougeot retired from OPI after 27 years of service. Maxine served in various positions during her tenure at OPI; the past 10 years she was Pupil Transportation Director. Maxine has been an excellent resource for schools in pupil transportation and bus safety. She was instrumental in developing the web-based Transportation program and promoting bus driver training. Thanks, Maxine – we wish you many hours of relaxation and fun in your new life adventures!

Adam Anfinson resigned his position at OPI to become a Budget Analyst in the Governor's budget office. Adam has been a great trainer of all things school finance and most notably was the lead on ARRA implementation, training and technical assistance. He developed some handy spreadsheets that are now posted on the OPI website that, hopefully, make the district clerk/business manager duties a little easier. Good luck in your new job, Adam!

OPI hopes to fill these positions as soon as possible. In the meantime, please direct questions related to the areas formerly covered by Maxine and Adam to either Denise Ulberg (444-1960) or Donell Rosenthal (444-3024).

Useful Links

ARRA Quarterly Reporting, Accounting Guidance and Other Resources:
<http://www.opi.mt.gov/Finance&Grants/SchoolFinance/Index.html>

State Entitlement Payments to Schools:
http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_9

School Accounting:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_3

Forms, Publications & Tuition:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_10

Pupil Transportation:

http://www.opi.mt.gov/Programs/SchoolPrograms/Pupil_Transportation/index.html

Enrollment and ANB:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_8

Audit Information:

http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_4

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Happy New Year!

As a new year starts and an old one ends,

Think of the happy times with family and friends.

May every new day bring you joy,

Take time to recognize your dreams and enjoy!

Have a Great New Year
From your friends in School Finance

About Our Division "The Montana Office of Public Instruction provides vision, advocacy, support and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities."

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School Finance Division

Montana Office of Public Instruction Denise Juneau, Superintendent